

1-546

CONFIDENTIAL

29 May 1950

MEMO FOR: Asst. Director for Policy Coordination
Asst. Director for Collection and Dissemination
Asst. Director for Operations
Asst. Director for Reports and Estimates
Asst. Director for Scientific Intelligence
Asst. Director for Special Operations
Chief, Coordination, Operations and Policy Staff
Chief, Advisory Council
General Counsel
Chief, Inspection and Security Staff

SUBJECT: Storage of Copies of Vital Documents Resulting From
Action Under Administrative Instruction

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1. Under the Agency program involving the reproduction and separate safe storage of vital documents to ensure their availability in connection with disaster or emergency conditions, it will be necessary to include provision for documents resulting from Project Review Committee action.

2. The CIA Budget Officer, as custodian of signed and properly documented Project Review Committee action papers, is charged with determining and making available the required documents for the above purpose. Except as indicated below, other Offices and Staff Sections of the Agency have no responsibility in this matter.

3. In those cases where Project Review Committee action papers are concerned with the activities of covert offices the Budget Officer will coordinate with appropriate Assistant Directors in determining proper disposition of pertinent action documents in connection with this program.

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FOR THE DIRECTOR OF CENTRAL INTELLIGENCE
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TF YAM
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[Redacted]
Acting Executive

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cc: Budget Officer
Management Officer
Chief, Admin. Staff
Chief, Special Sup. Staff

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